

SIKKIM



GOVERNMENT

GAZETTE

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**RURAL MANAGEMENT & DEVELOPMENT DEPARTMENT
GOVERNMENT OF SIKKIM
GANGTOK**

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NOTIFICATION

Consequent upon the declaration of Head of Office to the respective Additional District Collectors (Dev.) with regard to the Annual Confidential Report of the employees working at the Gram Vikas Kendras, the Gram Vikas Adhikari of the respective Gram Vikas Kendra shall henceforth be the Reporting Authority and the Additional District Collector (Dev.) of the respective district / division shall be the Reviewing Authority. The ACR shall then be forwarded to the District Collector of the respective districts for countersignature as the Accepting Authority.

Further, Under Secretary/ Deputy Secretary posted in the office of the respective ADC (Dev.) shall henceforth be the Reporting officer for writing the Annual Confidential Report of the employees working in the office of the Additional District Collector (Dev.). The ADC (Dev.) shall be the Reviewing Authority and the District Collector of the respective districts shall be the Accepting Authority.

The Office of the ADC(Dev.) where no Under Secretary / Deputy Secretary is posted, the Reporting Authority shall be the concerned ADC (Dev.), the Reviewing Authority shall be the concerned District Collector and the Accepting Authority shall be the Secretary, RM&DD

For filling up the ACRs of the employee at the Sub-Divisions, the concerned Assistant Engineer shall be the Reporting Authority, the concerned Divisional Engineer shall be the Reviewing Authority and the concerned ADC (Dev.) shall be the Accepting Authority.

However, for the employees working under the Engineering Cell of the Gram Vikas Kendras, the Assistant Engineer / Gram Vikas Adhikaris of the respective Gram Vikas Kendras shall be the Reporting Authority for writing the A.C.Rs. The Divisional Engineer of the concerned district shall be the Reviewing Authority and the Additional District Collector (Dev.) of the concerned district shall be the Accepting Authority.

Similarly, the Accounts Officer/ the Drawing & Disbursing Officer of the concerned Gram Vikas Kendra shall be the Reporting Officer of the employees working under the Accounts Section of the concerned GVK. The Additional District Collector (Dev.) of the concerned district shall be the Reviewing Authority and the District Collector of the respective districts shall be the Accepting Authority.

D.R. Nepal

**Secretary to the Government of Sikkim
Rural Management & Development Department.**